

Adult High School Completion (AHSC) or Adult Secondary Education (ASE)

Instruction designed for the adult who (1) has basic skills and competence levels in reading, writing, speaking, problem solving and computation; and (2) may or may not have a certificate of graduation (or its equivalent) from a school providing secondary education. Includes grades 9.0 through 12.0.

Adult Basic Education (ABE)

Program of instruction for adults who lack competence in reading, writing, spelling, problem solving or computation at a level necessary to function in society, on a job, or in a family.

English for Speakers of Other Languages (ESOL)

Program for non-native-English-speakers who lack competence and language acquisition in any of the following: reading, writing, speaking, problem solving or listening.

Board Rule

Refers to Utah State Office of Education (USOE) Board Rule.

SECTION 1

ELIGIBILITY TO PARTICIPATE IN ADULT EDUCATION INSTRUCTION

Utah Adult Education is a program of instruction below the collegiate level for adults. Utah Adult Education is comprised of Adult High School Completion (AHSC/ASE), Adult Basic Education (ABE) and English for Speakers of Other Languages (ESOL).

Two main funding sources exist to provide services for adults. Funding is not assured from year to year and is typically based on the performance or success the state maintains. State and federal funds require that the Utah State Office of Education (USOE) and local programs assure certain processes and are accountable for the funds provided.

Non-Resident Students

A non-resident student meeting the state definition of an adult education student is eligible to participate in adult education. A non-resident student must pay full fees and tuition, just as he/she would pay to the nearest college or university, to participate in adult education.

Utah Code:

"Eligible nonresidents of the state shall be charged tuition at least equal to that charged to nonresident students for similar classes at the local or nearby state college or university, unless waived in whole or part by the local school board in an open meeting" (53A-15-404 (2)).

State Funding (Districts Only)

Acceptable use of funds to provide services to students is different depending upon a student's status and upon different scenarios.

Resident Students

State funds (allocated to districts) must be used to serve Utah students. A student must meet the following eligibility criteria for use of state funds:

- He/she must be a legal resident of the United States.
- He/she makes his/her true and permanent residence in Utah.

Allowable Use of State Funds

Students meeting funding codes 2, 3, 6 and 7 qualify for use of state funds for eligible activities in adult education.

Funding Code	Allowable Use of State Funds
2	<ul style="list-style-type: none">• 16-19 years of age• Not a high school graduate• Out-of-school youth with two letters
3	<ul style="list-style-type: none">• 17 years of age and over• Not a high school graduate• Class has graduated
6	<ul style="list-style-type: none">• Under 18, legally documented as an adult• Not a high school graduate
7	<ul style="list-style-type: none">• 18 years of age or over• High school graduate• Below post-secondary skill level Academically assessed, demonstrating less than post-secondary (12.9) skill level in reading, writing or computation

Funding codes for each student must be included in the student's records. The funding code is a number identifier to note eligibility criteria for use of state funds.

Out-of-school youth
16-and 17-year-old youth officially released from the day school program.

Emancipated
Age of majority (in Utah the age of majority is 18); includes underage individuals who are married and/or individuals who are adjudicated.

Adjudicated
An individual who is viewed by the court as an adult.

Weighted Pupil Unit (WPU)
The Weighted Pupil Unit is the basic source of funding for public education and accounts for about half of all school funding. It is paid to districts according to enrollment.

Further Explanation

1. Out-of-School Youth Eligibility

Adult education programs have a responsibility to provide educational opportunities to adults and out-of-school youth who have not graduated (Board Rule R277-419-B). This is further clarified in Board Rule R277-733-B5, that adult education programs/courses may also be made available to public education students who are younger than 18 as determined to be necessary by local adult education programs.

Programs must assure local school district administrators that they will not actively seek students who are enrolled in K-12 programs. Use of state funds to support activities in adult education is allowed if the student has written documentation of "not being enrolled" in a K-12 program – one letter from the superintendent or designee and a second letter from either parent or guardian.

2. Adjudicated or Married Exceptions

If a legal resident is adjudicated or married, the student is treated as if he/she were 18 years of age (the age of majority in Utah, emancipated). A student who self-reports that he/she is married must show evidence in the form of a certified marriage certificate.

Non-Allowable Use of State Funds

Students meeting funding codes 1, 4, 5, 8 and 9 do not qualify for state adult education funds. Students meeting codes 1 and 9 must pay tuition, as would be charged at the nearest university or college. The WPU must be used to pay for tuition and associated cost for students meeting criteria for codes 4, 5, and 8.

Funding Code	Non-Allowable Use of State Funds
1	<ul style="list-style-type: none">• High school graduate• Academic assessment reflective of 12.9 + scores in reading, math and language
4	<ul style="list-style-type: none">• Under 18 years of age• Not a high school graduate• Currently attending both the K-12 program and adult education
5	<ul style="list-style-type: none">• 18 years of age and over or emancipated• Not a high school graduate• Currently attending both the K-12 program and adult education
8	<ul style="list-style-type: none">• Summer senior• Currently attending adult education to complete courses for a K-12 diploma
9	<ul style="list-style-type: none">• Out-of-state resident• Must pay full tuition and fees

Americans with Disabilities Act
Pursuant to the Americans With Disabilities Act, 42 U.S.C. 12201, adult education programs must make reasonable accommodations for individuals with mental or physical disabilities. Arranging and paying for accommodations provided to students is the responsibility of the program providing the activity. Accommodations should be reasonable and not damage the integrity of the program (Board Rule R-277-104-1).

Nondiscrimination
"Adult education programs must take continuing steps to notify participants, beneficiaries, applicants, elementary and secondary school parents, employees (including those with impaired vision or hearing), and unions or professional organizations that have agreements with the recipient that it does not discriminate on the basis of age, race, color, national origin, sex or disability" (Title: 34 CFR 106.9) (Section 504:34 CFR 104.8).

Further Explanation

Use of State Funds for K–12 Students whose class has not graduated and who want to enroll in adult education.

Pursuant to state law, all public education funds are required to follow the student. For example, if a 17-year-old student whose class has not graduated wants to enroll in a Utah Adult High School Completion program, the district Weighted Pupil Unit (WPU) generated by that student from the K–12 program **must** be transferred to the adult education program for the student's education. The funds are to be prorated if the student transfers to the adult education program after the beginning of a school year based on time spent in the adult education program.

Board Rule:

"A student under 19 years of age who has not graduated and who is a resident of the district, may, with approval under the state administered Adult Education Standards, enroll in the Adult Basic and Adult High School Completion Program and generate regular state WPUs at the rate of 990 clock hours of membership per one weighted pupil unit per year, 1 FTE on a yearly basis. The clock hours of students enrolled part-time must be pro-rated" (R-277-733-6 (A)).

If the WPU does not follow the student for his/her participation in adult education, the program should charge the student full fees and tuition, just as the student would pay to the nearest college or university (*Utah Code 53A-15-404 (2)*).

Federal Funding

A local program with federal Adult Education and Family Literacy Act (AEFLA) funds may serve adult students age 16 and older.

The federal Act (Sec. 203 AEFLA) describes adult education as:

Services or instruction below postsecondary level for individuals that are:

- a. 16 years (attained)
- b. not enrolled or required to be enrolled in secondary school under state law; and
- c.
 - i. lack sufficient mastery of basic educational skills to enable them to function effectively in society;
 - ii. do not have a secondary school diploma or GED, and have not achieved an equivalent level of education; or
 - iii. are unable to speak, read or write the English language.